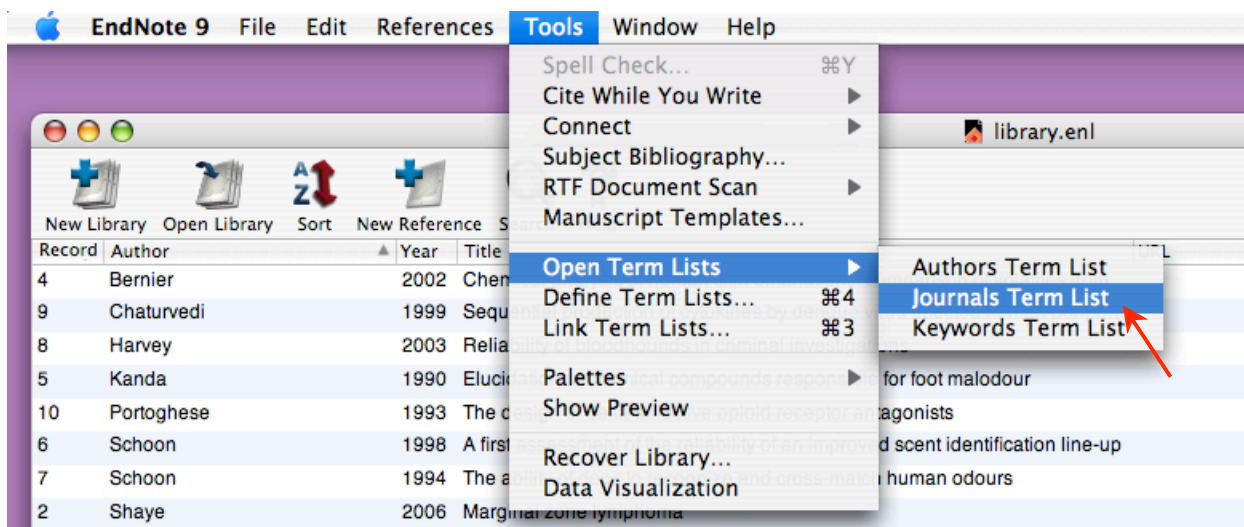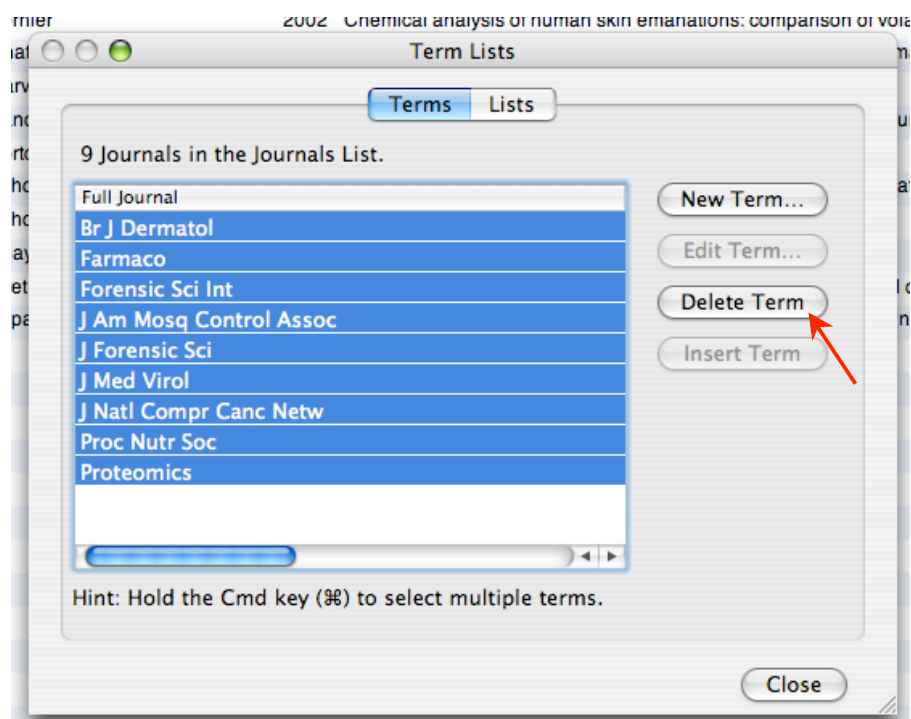**What if my output style requires full journal titles?**

When EndNote imports a list of references from an outside database (e.g. PubMed), the included authors, journal titles, and keywords are stored automatically in separate *term lists*. If the journal title is abbreviated at the source, EndNote will import and store the abbreviation as "full journal title" rather than "abbreviated title." To correct this:
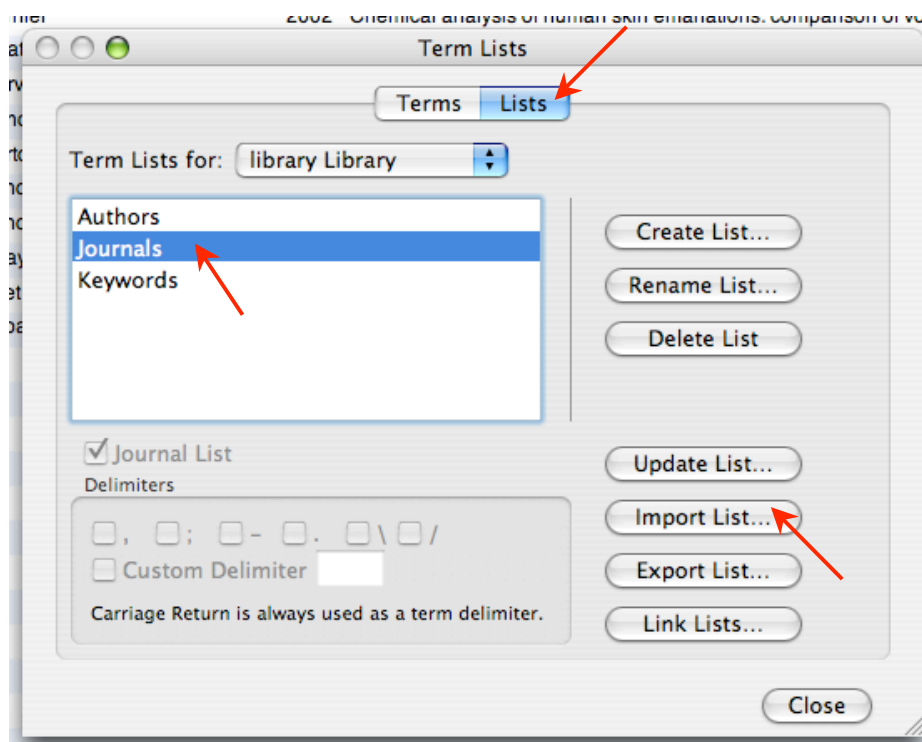
  • With your EndNote library open, choose Tools, Open Term Lists, **Journals Term List**

  • Select all the listed abbreviated journal titles using your mouse.
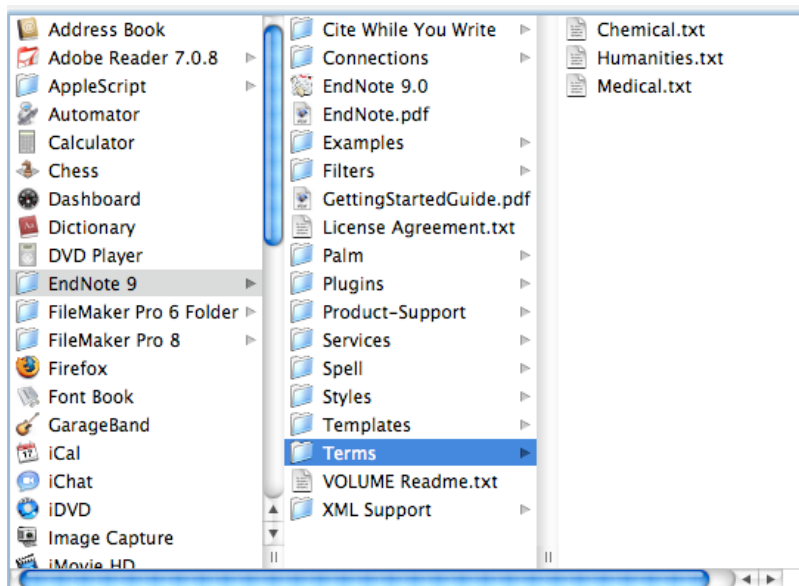   With everything highlighted, click **Delete Term** to remove all titles.

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• Click on the **Lists** tab at the top of the Terms List window. Select **Journals** from the list of possibilities in the box. Click on the **Import List…** button.

EndNote provides lists that contain journal names and abbreviations from three major subject headings: Chemistry, the Humanities, and Medicine (Index Medicus).
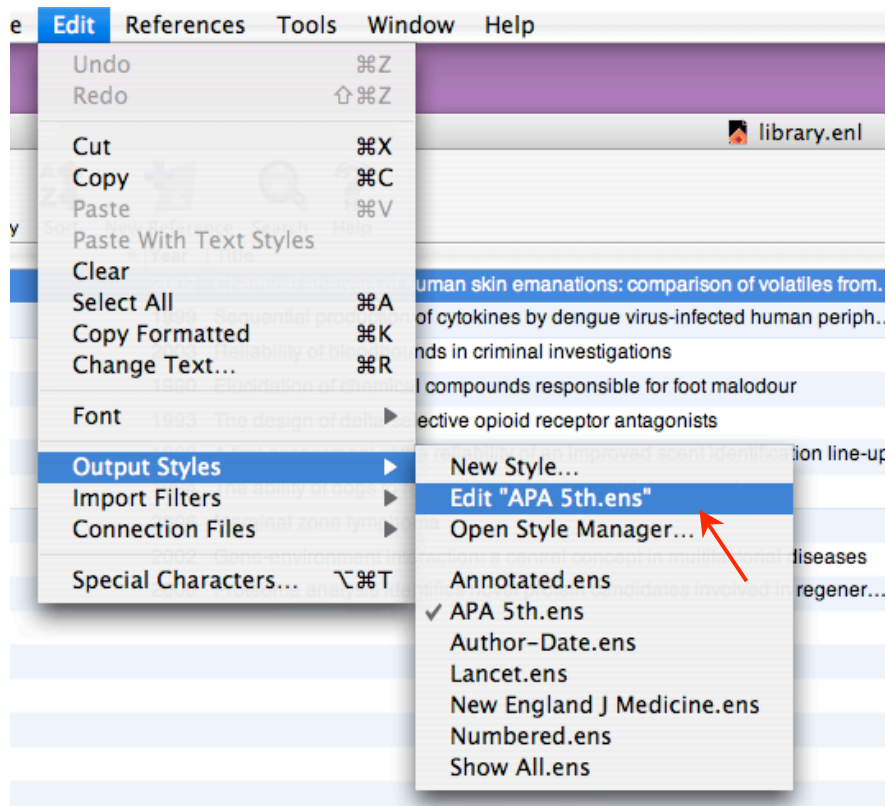
• In the Choose a File… window, locate the folder that contains your EndNote software. Open the folder for your version of EndNote. Open the folder labeled **Terms** or **Term Lists**. Double-click on the .txt document you wish to import. Click **OK** to load journal titles.
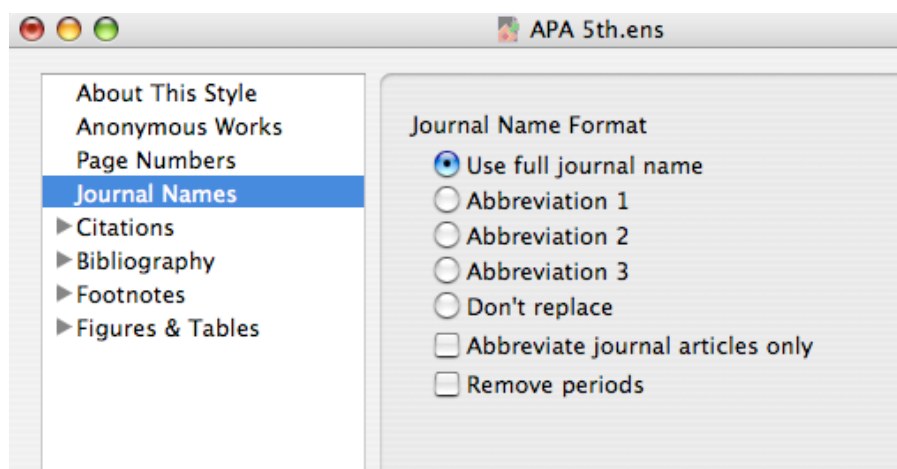

NOTE: EndNote will only import one .txt file at a time. If you wish to import more than one file, simply repeat the import instructions for each file until all desired journals are listed in your Journals term list.

To adjust the output style to accept full journal titles:

- In the Edit menu, choose Output Styles, **Edit "Selected Style"**

- Select **Journal Names** from the list of options. Click the radio button **"Use full journal name"** to adjust the setting.

NOTE: The changes you have made are library-specific. To correct these options in another EndNote library, simply repeat the instructions with that library open.